



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3231

20 OCT 2006

NGB-ARH

MEMORANDUM FOR ALL MILPOs and RRCs

SUBJECT: Enlisted Personnel Management and Training Requirements of SQI-4 and MOS 79T, Recruiting and Retention NCO (NGB-ARH Policy Memo # 06-067)

1. References:

- a. AR 350-1, Army Training and Leader Development, 13 January 2006
- b. TRADOC REG 350-10 Institutional Leader Training and Education, 12 August 2002
- c. Policy Memorandum, Subject: ARNG Promotion and Reduction Policy, 1 February 2005
- d. DA Pam 611-21, Military Occupation Classification and Structure, 31 March 1999
- e. NGR 600-200, Enlisted Personnel Management, 1 March 1997
- f. NGR 601-1, Army National Guard Strength Maintenance Program, 28 April 2006
- g. Policy Memorandum, Subject: Enlisted Personnel Management of Career Management Field (CMF) 79, Recruiting and Retention, dated 6 April 2004
- h. Strength Maintenance Operational Message 05-106, CMF 79 Exception to Policy

2. Award of SQI-4. Soldiers who meet the following criteria will be awarded SQI-4.

- a. Possess a valid Army MOS (must meet this requirement prior to attendance at the ARNG Recruiting and Retention NCO Course).
- b. Meet the minimum qualifications for MOS 79T as outlined in DA Pam 611-21, paragraph 10-223.3 (must meet this requirement prior to attendance at the ARNG Recruiting and Retention NCO Course).
- c. Be an E-4 thru E-7 Title 10 or Title 32 Full-time National Guard Duty (FTNGD) or Full-time National Guard Operational Support (FTNGOS) Soldier assigned to or projected to serve in a valid 79T position.

NGB-ARH

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d. Complete the ARNG Recruiting and Retention NCO course (805B-SQI-4) Phase I and Phase II. Note: Specialists/E-4s must meet the promotion requirements to Sergeant/E-5 prior to attendance at the ARNG Recruiting and Retention NCO Course. Master Sergeants and Sergeants Major are not authorized to attend the ARNG Recruiting and Retention NCO course without an approved exception to policy from NGB-ASM.

3. Award of MOS 79T. Effective 1 January 2007, the 79T MOS will only be awarded to Soldiers who have completed the 79T Conversion Course (unless exempted under paragraph 4 below). This new course is projected to start in December 2006. State Recruiting and Retention Commanders will utilize normal procedures for initiating request for award of MOS. This supersedes the criteria in NGR 600-200, paragraph 5-24a(5) and NGR 601-1, paragraph 4-7. To attend the 79T Conversion Course and be awarded the 79T MOS, Soldiers must meet the following criteria:

a. Be a Title 10 or Title 32 FTNGD Soldier (Sergeant/E5 or above) currently serving in a valid 79T position (ADOS/GWOT Soldiers are not eligible).

b. Have graduated from the ARNG Recruiting and Retention NCO Course (805B-SQI-4) Phase I and Phase II.

c. Demonstrate at least one year of successful performance as an RRNCO since completion of the ARNG Recruiting and Retention NCO Course.

d. Request through proper channels to convert to primary MOS 79T (enclosure 1) and receive approval from RRC (enclosure 2).

4. Conversion Course Exemption. Soldiers who have been awarded MOS 79T prior to 1 January 2008 or who complete 79T ANCOC, Phase II prior to 1 January 2008 are not required to attend the 79T Conversion Course.

5. Constructive Credit for 79T BNCOC, Phase II. Soldiers who complete the 79T conversion course and are awarded MOS 79T are considered BNCOC qualified after completion of BNCOC Common Core (Phase 1) IAW AR 350-1, para 3-42. Record credit on DA Form 2-1, Item 27 and change the Soldier's NCO education code to "2".

6. Reverting to a Previous MOS. Soldiers who are awarded MOS 79T and leave the 79T CMF by reverting back to a previous MOS, are encouraged to attend Phase II BNCOC or ANCOC (as appropriate to their current grade) in the MOS they are reverting back to. Soldiers who attend this training will be assured they have the most current skills required in their MOS. Commanders and leaders at all levels are encouraged to provide these Soldiers with every opportunity to attend this training.

NGB-ARH

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7. NCOES Training Requirements. The following chart illustrates the NCOES training requirements for MOS 79T:

<u>Current Rank</u>	<u>Promotion to</u>	<u>NCOES Required</u>	<u>Remarks</u>
SGT	SSG	WLC	
SSG	SFC	BNCOC	See note 1
SFC	MSG	ANCOC	See note 2
MSG	SGM	USASMA	See note 3

Notes:

1. Soldiers who complete the 79T conversion course and are awarded MOS 79T are considered BNCOC qualified after completion of BNCOC Common Core (Phase 1) IAW AR 350-1, para 3-42. Soldiers who are SQI-4 must attend BNCOC in their primary MOS.

2. Soldiers attending 79T ANCOC must have completed the 79T Conversion Course at least 6 months prior to attending 79T ANCOC. As an exception, Soldiers who complete 79T ANCOC prior to 1 Jan 08 are not required to attend the 79T Conversion Course.

3. Soldiers must hold MOS 79T prior to being assigned to a MSG or higher position.

8. This policy will remain in effect until rescinded or superseded. This policy will be incorporated into the next publication of NGR 600-200 and NGR 601-1.

9. Points of Contact:

a. Enlisted Policy, MSG Donald Kiefer, 703-607-3401, donald.kiefer@ngb.army.mil

b. Recruiting and Retention Policy, SGM Kenneth Hardy, 703-607-5799, kenneth.hardy@ngb.army.mil

c. Strength Maintenance Training Center, CW3 Duane Jahner, 501-212-4631, duane.jahner@pec.ngb.army.mil

Encls
as

For William L. Stogard, LTC, Deputy
TAMMY L. MIRACLE
COL, GS
Chief, Personnel Policy
and Readiness Division

CF
NGB-ASM
NGB-ART
PEC-SMTC

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DEPARTMENT OF MILITARY AFFAIRS
STATE OF XYZ
CITY, STATE 12345-6789

OFFICE SYMBOL

(DATE)

MEMORANDUM THRU

RRNCOIC, City, State 12345
RR SGM, City, State 23456

FOR Recruiting and Retention Commander, City, State 23456

SUBJECT: Request for MOS Conversion

1. I, SGT John L. Smith, 123-45-6789, request to convert to MOS 79T.
2. I am currently serving in a MOS 79T FTNGD position and graduated the ARNG Recruiting and Retention NCO Course on (date).
3. The point of contact for this action is the undersigned at (333) 333-3333.

JOHN L. SMITH
SGT, XXARNG
RRNCO, Team V

ENCL 1

NGB-ARH

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DEPARTMENT OF MILITARY AFFAIRS
STATE OF XYZ
CITY, STATE 12345-6789

OFFICE SYMBOL

(DATE)

MEMORANDUM FOR Chief, Strength Maintenance Training Center, Camp Robinson,
Little Rock, AR 72118

SUBJECT: Approval to Attend 79T MOS Conversion

1. SGT John L. Smith, 123-45-6789, meets the criteria to attend the 79T Conversion Course as follows:

- a. Currently serving in a 79T FTNGD position.
 - b. Completed the ARNG Recruiting and Retention NCO Course (date).
 - c. Has demonstrated at least one year of successful performance as an RRNCO since completion of the ARNG Recruiting and Retention NCO Course.
2. The point of contact for this action is the undersigned at (333) 333-3333.

JOHN L. SMITH
LTC, XXARNG
RRC, XYZ State

CF:
SGT Smith

ENCL 2